


Memorandum

To : Honorable Jerome E. Horton, Chairman
Honorable Michelle Steel, Vice Chair
Honorable Betty T. Yee, First District
Senator George Runner, Second District
Honorable John Chiang, Controller

Date: June 11, 2012

From : 
Liz Houser, Deputy Director
Administration Department

Subject : **June 2012 Sacramento Board Meeting Agenda**

The Administration Department requests the following item(s) be placed on the Board's June 26-27, 2012 Sacramento meeting calendar under "P. Other Administrative Matters."

P. Other Administrative Matters

P5. Administration Deputy Director's Report.....Ms. Liz Houser


1. **Contract Over \$1 Million** - Microsoft contract for productivity software products and services under a 5-year Enterprise Agreement for products used by all BOE employees.+
2. **Headquarters Facilities Update** - A general update on the 450 N Street building may be provided.
3. **2012/ 2013 Budget Update** - Information on the Governor's 2012/13 Budget may be provided.
4. **2013/14 Budget Concepts** - Concepts will be presented for Board direction, and input, to develop into Budget Change Proposals for possible inclusion in the Governor's Fiscal Year 2013/14 Budget.+
 - a. Field Offices Facility Needs
 - b. Fuel Tax Swap Refund Workload
 - c. Fi\$Cal Implementation Resources
 - d. Headquarters Consolidation
 - e. Accounts Receivable Growth
 - f. Special Taxing Jurisdictions Increased Workload

LH:lk

Attachment

cc: Ms. Regina Evans-Jarrett
Mr. Joel Angeles
Mr. Alan LoFaso
Mr. Sean Wallentine
Ms. Marcy Jo Mandel

I approve:


Kristine Cazadd,
Executive Director